

Ghyll Head Outdoor Centre  
Windermere, Cumbria LA23 3LN  
Headsof Centre: John Cresswell / Julie Cunningham  
Telephone/Fax 015394 43751  
ghyllhead@gll.org  
[www.ghyllhead.org](http://www.ghyllhead.org)



## **RISK MANAGEMENT SUMMARY**

The following is a risk management summary. The purpose of this summary is to satisfy clients that our risk analysis and management systems are appropriate and robust.

### **ADVENTURE ACTIVITIES LICENCE DETAILS**

The holding of an Adventure Activities Licence means that Ghyll Head has been inspected by the Adventure Activities Licensing Authority (AALA), and our risk analysis and management systems were found to be satisfactory. More about what holding a licence means can be found on the Licensing Authority's website [www.aals.org.uk](http://www.aals.org.uk).

**Licence Details: Reference No.** R0237    **Licence No.** . L71051

Our current licence expires on 29.05.23

### **STAFF COMPETENCE AND QUALIFICATIONS**

All staff will either hold a relevant National Governing Body (NGB) qualification, or a Statement of Competence signed by an appropriately experienced and qualified person consistent with the requirements of the Licensing Regulations. Copies will be available for inspection on site. Staff training and internal observation of performance is regular and on going. Qualification, experience and training will be appropriate to the activity, client group, and the prevailing environmental conditions. All instructional staff and most domestic staff are first aid qualified.

### **RISK ASSESSMENTS/OPERATIONAL PROCEDURES FOR ADVENTURE ACTIVITIES.**

These are inspected as part of our Adventure Activities Licence. These are reviewed and up-dated on a regular basis.

### **ADVENTURE ACTIVITY EQUIPMENT**

All equipment provided will be fit for purpose and is inspected regularly as part of our adventure activities licence. Records of equipment checks will be available for inspection on site.

### **CHILD PROTECTION POLICY**

Our policy is consistent with current good practice in this area and forms part of our recruitment procedures. Where there are statutory requirements, checks are carried out. All Centre staff hold an enhanced DBS certificate.

### **SUPERVISION ARRANGEMENTS OF CHILDREN WHEN NOT ON ACTIVITIES**

Accompanying staff have full responsibility for young people when not engaged in activities. To assist with overnight supervision, Centre staff are usually on call.

When Centre Staff are not on site and not on call, staff accompanying groups will have a thorough briefing to meet all reasonable overnight emergencies.

### **TRANSPORT**

We use the Centre's mini buses to transport young people to activity venues. All vehicles are leased from reputable companies. They are new models and all have seat belts and have a maintenance and service regime to meet safety requirements.

## **INSURANCE ARRANGEMENTS**

**Insurance Company:** Zurich Insurance PLC

**Employers Liability & Public/Products Liability**

Policy No. XAO-262051-3873

Limit of Indemnity £50,000,000

**Dates of Cover:** 31<sup>st</sup> July 2022 to 31<sup>st</sup> July 2023

We recommend that clients or party leaders take out their own insurance policy to cover personal accident, public liability, cancellation, theft and loss. Schools and Youth + Community Centres often have "Trip Insurance".

## **10. FIRE PROTECTION**

Our fire protection arrangements meet the requirements of the local authority and are revised regularly.

We have a comprehensive fire alarm and emergency lighting system, which is tested weekly.

All parts of the building have risk assessments regarding fire and we have a no smoking policy.

Fire Drill procedures are explained to all residents on arrival.

## **11. SITE SECURITY ARRANGEMENTS**

Accompanying staff are briefed on their induction as to how to lock and secure the main building each evening.

Call out procedures for Ghyll Head staff for emergencies are also explained at this time.

## **DECLARATION:**

I declare that the information above is accurate.

Signed: *John Cresswell* (Joint Head of Centre) Date: 9.06.2022